

**SNOHOMISH COUNTY FIRE PROTECTION DIST. 22**  
**BOARD OF DIRECTORS MEETING**  
**April 6, 2020**

Chairperson Taylor called the meeting to order at 10:00 a.m.

Board Meeting held via phone in conference due to shelter in place order.

**The following were in attendance:**

Commissioners:

Tim Bailey  
Chris Greig  
Paul Taylor

Staff Members:

Travis Hots, Fire Chief  
Deidre Korte, Board Secretary

***PUBLIC HEARING / AUDIENCE PARTICIPATION***

- None

***Consent Agenda***

- A. Approval of regular meeting minutes of March 16, 2020

Commissioner Greig stated a correction to the meeting minutes under the Chief Operations Report. The number of calls should be 281 not 226. Secretary Korte said the correction will be made.

***“Operations Report:*** *We have responded to 281 alarms to date. Of the 226 281 calls, 73 were cancelled”*

**Motion** was made by Greig, second by Bailey to approve the meeting minutes of March 16, 2020 as amended.

**Motion carried (3-0).**

- B. Approval of Accounts Payable-
- i. Expense Fund- \$17,666.74
  - ii. Expense Fund \$ 9,828.00
  - iii. Capital/Reserve Fund - \$37,314.67

Chief Hots states the board has given him the authority to approve all claims via Resolution 2008-5. He suggests to the board that each Commissioner arrange a separate time to come to the Station to review all claims for approval during this time of social distancing.

**Motion** was made by Bailey, second by Greig to allow Chief Hots to continue to process all claims as authorized in the Resolution and sign off all claims at this meeting with physical inspection to take place this week by each board member individually.

**Motion carried (3-0).**

The claims will be in the conference room for review.

## ***Information Items***

**Communications:** All communications were provided in the board packet for review. These items included letters from Attorney Snure regarding the open public meetings act and public records request in times of Covid 19. A Covid 19 procedure manual as information for the board. A letter from Snohomish County in regards to tax collection and tax payer relief.

**Board of Trustees:** There is no business for the Board of Trustees.

## ***Fire Chief Report***

**Operations Report:** We have responded to 352 alarms to date. Of the 352 calls 83 were cancelled.

**Grant:** The fire district has received a grant from the Tulalip Tribe in the amount of \$10,000. The equipment to be purchased are for the drone program which included telemetry, batteries and rapid chargers.

**Getchell Recruits in Training (GRIT):** The GRIT program is scheduled to continue. The interviews will take place in the carport with social distancing observed. There is a chance the academy will go online.

**Stimulus Packages:** In the past there have been grants offered for new fire stations. Chief Hots will be looking for these to be offered under the Assistance to Firefighters grant.

**Drone:** The insurance claim on the damaged drone has been processed. The new drone has been received. DGI agreed to cover half of the cost.

## ***Current Business***

- None

## ***New Business***

**WA EMD Intergovernmental Agreement:** The agreement has been place on the conference table and requires signatures from all three board members. The agreement will provide reimbursement funding for COVID 19.

**Property Tax Relief:** The Snohomish County tax office reached out to Chief Hots in regards to how the possible reduces tax collection could impact our budget. He suggested they reach out to other fire districts as well. He stated Fire District 22 would be okay for now

**COVID 19:** Chief Hots reported that there are daily updates regarding the Covid 19 situation. There will be federal grant funds for reimbursement of expenses related to Covid 19. Recent phone conferences with the Department of Emergency Management and the County Fire Chiefs are ongoing. Snohomish County 911 has reduced certain dispatch positions. The North County Fire Chiefs participated in an impactful video to be viewed on social media.

The PPE stockpile includes gowns and N-95 masks with garbage bags and SCBA's as a contingency plan and the SCBA's will be used for masks. All N95 masks, goggles and gowns are to be worn on all calls.

The administrative staff assignments have been changed to only one of the three is allowed in the administrative building at a time. All three are completing work from home as well as in office. This is to reduce the risk of all three becoming ill and to comply with social distancing guidelines.

### ***Call on the Board Members***

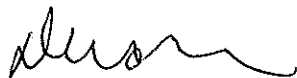
- Taylor asks if any of our firefighters are out with the virus. Chief Hots replied there is one out due to inadequate PPE and another due to exposure while not on duty.
- Greig and Bailey commend the crews and staff for doing a good job and to stay safe.

### ***Adjournment***

**Motion** was made by Bailey, second by Greig to adjourn from the regular phone in meeting.

**Motion carried (3-0).**

With no further action required, the Board adjourned at 10:34 a.m.



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Deidre Korte  
Board Secretary

4-20-2020

Date approved

**SNOHOMISH COUNTY FIRE PROTECTION DIST. 22**  
**BOARD OF DIRECTORS MEETING/PHONE IN**  
**April 20, 2020**

Chairperson Taylor called the meeting to order at 10:09 a.m.

**The following were in attendance:**

Commissioners:

Tim Bailey  
Chris Greig  
Paul Taylor

Staff Members:

Travis Hots, Fire Chief  
Deidre Korte, Board Secretary/Administrative Assistant

***PUBLIC HEARING / AUDIENCE PARTICIPATION***

- None

***Consent Agenda***

- A. Approval of the April 6, 2020 regular meeting minutes
- B. Approval of April claims
  - i. Expense Fund - \$ 16,945.31
  - ii. Expense Fund - PFML- \$ 382.55
  - iii. Approval of April Payroll \$ 54,922.75 (Excluding benefits)
- C. Accept financial reports for month ending March 31, 2020.

**Motion** was made by Bailey, second by Greig to approve the Consent Agenda Items A, B and C

**Motion carried (3-0).**

***Information Items***

**Communications:** The information items included in the board packet were the financial reports, calendar, Sno Isle Commissioner meeting minutes, and Sno 911 Annual Agency Assembly and Board member Selection Process.

**Board of Trustees:** There is no business for the Board of Trustees.

***Fire Chief Report***

**Operations Report:** We have responded to 410 alarms to date. Of the 410 calls, 116 were cancelled.

**Recent Calls:** There have been several major incidents that our crews have responded to. A brush fire in the Bryant area ran over a mile. Chief Hots flew the drone to provide recon on the

area. A few house fires in neighboring districts. The weather has been unusual for spring with low humidity. Chief Hots stated he is unsure of how our wildfire season will respond.

**Road Improvements:** The Department of Transportation reached out to Chief Hots regarding improvements to the intersection of highway 9 and 60<sup>th</sup> ST. The plan is to install a center divide. He has been working with the DOT to insure the response time will not be compromised.

**SCBA Compressor:** Sea Western is the only vendor that sells the Bauer Compressors. The cost is under the threshold of the bid process. Sea Western offers a reasonable price for the compressor. The cost is above the current budget amount and asks the board approval to prepare a budget amendment for an increase in the cost. The board approves of the increase. A budget amendment will be prepared for a future meeting. The SCBA's will be delivered in June.

**Gettchell Recruits in Training (GRIT):** There were twenty-nine invitations to interviews and twenty-four showed up. Sixteen completed background checks and hopefully fourteen to sixteen will be the final candidates.

**COVID19:** At this time no members are out due to COVID 19 and no recent exposures. All tests on members exposed were negative. A decontamination sprayer is being shared with Granite Falls Fire.

**Drone:** The insurance reimbursement for the damaged drone has been received less the \$500 deductible.

### ***Current Business***

- None

### ***New Business***

- None

### ***Call on the Board Members***


- Taylor asks if the alarms to date reported on in the Chief report include the drone calls. Chief Hots replied yes the drone calls are included.

### ***Adjournment***

**Motion** was made by Bailey, second by Greig to adjourn from the regular meeting.

**Motion carried (3-0).**

With no further action required, the Board adjourned at 10:35 a.m.

  
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Deidre Korte  
Board Secretary/Administrative Assistant

5-4-2020  
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Date approved